



**MULTNOMAH COUNTY
AGENDA PLACEMENT REQUEST
NOTICE OF INTENT**

(Revised: 9/23/13)

APPROVED: MULTNOMAH COUNTY
BOARD OF COMMISSIONERS
AGENDA # C-2 DATE 10/9/14
MARINA BAKER, ASST BOARD CLERK

Board Clerk Use Only

Meeting Date: 10/9/14
Agenda Item #: C.2
Est. Start Time: 9:30 am
Date Submitted: 9/23/14

Agenda Title: NOTICE OF INTENT to submit an application for up to \$25,000 for 10 months to the FDA & AFDO Retail Program Standards Grant Program

Note: This APR is for NOI's only. APRs are available for other types of submittals. Title should not be more than 2 lines but be sufficient to describe the action requested.

Requested Meeting Date: October 9, 2014 **Time Needed:** N/A - Consent

Department: Health **Division:** Community Health Services – Environmental Health

Contact(s): Jae Douglas; Marc Harris

Phone: 503-988-5844; 503-988-8693 **Ext.** 22404; 88693 **I/O Address:** 231/3/350; 160/9

Presenter Name(s) & Title(s): N/A-Consent

General Information

- 1. What action are you requesting from the Board?**
Authorization for the Director of the Health Department to submit an application for up to \$25,000 for 10 months to the Food and Drug Administration & Association of Food and Drug Officials Retail Program Standards Grant Program.
- 2. Please provide sufficient background information for the Board and the public to understand this issue. Please note which Program Offer this action affects and how it impacts the results.**
The Food and Drug Administration (FDA) & Association of Food and Drug Officials (AFDO) Retail Program Standards Grant Program is providing resources to retail food safety organizations/agencies who are enrolled in the Voluntary National Retail Food Regulatory Program Standards. The Health Department is enrolled and has worked to meet all nine Standards to improve local food safety. The grant program allows for three projects: Category 1 – Small Projects (up to \$3,000); Category 2 – Moderate Projects (up to

\$20,000); and Category 3 – Training (up to \$2,000). For each project, the Health Department is proposing the following:

Category 1 – Developing and distributing educational materials for food carts in downtown Portland focused on sanitation. The objective will be to reduce the amount of trash, rodents, waste water, etc. found around food cart pods. The materials will be placed both inside the food cart for operators and outside the food cart for the public. The project will be evaluated through a survey and counting the number of food cart operators who continue to display the materials.

Category 2 – In partnership with Asian Health & Service Center, a culturally relevant and linguistically appropriate food safety training will be developed for Chinese-speaking restaurant operators in Multnomah County. The training will be provided by Environmental Health staff and an interpreter and include translated training and educational materials. In addition, an interpreter will accompany an Environmental Health Staff to perform a walk-through rehearsal to help the operators better understand what to expect during inspections. The project will be evaluated through surveys, attendance, and viewing pre-training inspection data compared to post-training inspection data for operators who participate in the project.

Category 3 – Environmental Health will send one staff to the annual National Environmental Health Association Conference. The staff will then train other Environmental Health staff on her/his learnings from the conference.

3. Explain the fiscal impact (current year and ongoing).

This grant will provide the Health Department with up to \$25,000 for one year. The funding will be used for:

- Developing and printing educational materials for food cart operators and the public;
- Developing, translating, and printing educational and training materials for Chinese-speaking restaurant operators;
- Interpreters at training sessions on food safety and walk-through rehearsals with an Environmental Health inspector for Chinese-speaking restaurant operators;
- Travel and conference costs associated with sending an Environmental Health Staff to the national training.

4. Explain any legal and/or policy issues involved.

Grant activities will work to enhance local compliance with food safety standards.

5. Explain any citizen and/or other government participation that has or will take place.

The Health Department has already engaged food cart operators, Food Carts Portland, and local representatives from the Chinese-speaking community via Asian Health & Service Center to develop the scope of work, and will continue to work with them throughout the project.

Grant Application/Notice of Intent

If the request is a Grant Application or Notice of Intent, please answer all of the following in detail:

- **Who is the granting agency?**
The granting agencies are the FDA & AFDO.
- **Specify grant (matching, reporting and other) requirements and goals.**

The goals of this grant program are (1) Supporting innovative strategies to reduce the occurrence of foodborne illness risk factors, (2) Promoting uniformity and an integrated national food safety system, and (3) Sharing successful strategies among jurisdictions at all levels. The grant requires an interim and final report. There is no matching requirement.

- **Explain grant funding detail – is this a one time only or long term commitment?**

This is a one time funding opportunity.

- **What are the estimated filing timelines?**

The application is due October 10, 2014.

- **If a grant, what period does the grant cover?**

Funds cover the period of 12/1/2014-9/30/2015.

- **When the grant expires, what are funding plans?**

The projects will be complete when the grant expires. Materials developed during the project will be able to be used after the project ends.

- **Is 100% of the central and departmental indirect recovered? If not, please explain why.**

Yes.

Required Signatures

**Elected Official
or Department/
Agency Director:**

Wendy Lear on behalf of Joanne Fuller/s/

Date: 9/22/2014

Budget Analyst:

Christian Elkin /s/

Date: 9/23/14

Note: Please submit electronically. We are no longer using actual signatures. Insert names of your approvers followed by /s/. Please insert date approved